

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

September 7, 2017p

The regular meeting of the Clatskanie Park & Recreation District was called to order by Bruce Holsey, Board Chair at 6:04pm, on Thursday, September 7, 2017 at the Port of St. Helens Offices (old middle school), Clatskanie, OR. In attendance were Roger Jolma and John Hazapis; board members. Frank Somes, park maintenance manager and Cyndi Warren, Bookkeeper.

Absent: Della Fawcett and Andrew Mustola, Board Members. Becki Horness, Pool Manager

VISITORS

None

REGULAR BUSINESS:

No minutes presented at this meeting for approval.

John made a motion and Roger seconded that the bills be paid.

Andrew –absent, Roger – yes, Bruce – yes, Della – absent, John – yes

REPORTS/OLD BUSINESS:

- **Pool - Becki**

Absent/Working at Pool

Splash/Spray Park-

RFP's – Not ready to do this yet.

Frank will schedule a time for the him and the board to meet with Matt out of Tacoma to look over the proposed spray park area, as well as give the board some suggestions for the spray park itself; will try to plan for the October 5th regular meeting date.

Frank also plans to continue the existing sidewalk along the road side of the spray park.

Pool Report

Pool will be closing on September 15th.

- **Park – Frank**

NEW Play Structure in the Park

The board received a reply letter from Steven Kirn of Columbia Cascade Co.. The letter just reaffirmed the Board's decision to not do business with this company in the future.

Scoreboards in the Park

Cyndi requested updated quotes; the new quotes had not received by the tonight's meeting.

RV Camping in the Park

Roger made a motion and John seconded that the proposed changes to the rules and prices for camping in the park be accepted and in place as of 10/1/2017.

Andrew –absent, Roger – yes, Bruce – yes, Della – absent, John – yes

Cyndi will send the forms to Della to be posted on the District's Facebook page.

Website/Webpage/Facebook Page

Website: ***Della is working on getting our website up and running.***

Monthly Safety Inspections

The Board requested that Frank keep a safety inspection book and that the inspections be done monthly and the book be brought to the monthly board meetings for the board to look at.

To be left in the minutes as a reminder.

• Park – Board

Discuss/Update the 2016 Property/Casualty Renewal & Lease (MOU) with the City of Clatskanie

The District asked SDIS Risk Management to come to the skate park and do a risk/safety walk through; Dan Davenport met with John, Della, Cyndi and Kevin Stout with the District and Greg Hinkelman and Dave True with the City.

His findings/report is attached.

Since the park district does not own the skate park, the Board would like to invite Greg Hinkelman and Major Brajch to a meeting to discuss the report and options moving forward for improving the skate park based on the findings from SDIS.

- Steel Ramps
- Concrete ramps
- Remove the roof/cover

After some discussion, it was decided to contact Dan Davenport and see what, if anything Special Districts would like us to do since we do not own the skate park and are only required to provide maintenance per the lease with the City of Clatskanie. The board wants to be sure that they are free and clear of any liability regarding the Skate Park and injuries.

Park Snack Shack

Project priorities:

1. Water/weather proof
2. New roll up door and counter at window
3. Small 3 sink set up, to match the one in the 5th Street snack shack.
4. Rearrange contents for better work flow

Music in the Park

This project is to be tabled until a local partner(s) can be found.

Chamber of Commerce, Heritage Days, Local Business???

Safety Inspections of Park Equipment/Skate Park Ramps

Since the District does not own the skate park, but is required to keep up the required maintenance, the skate park ramps need to be inspected with pictures and notes every week all year long.

Pool Party Donation to Heritage Days

There was an online auction of this prize, which netted Heritages Days approximately \$200. Becki will contact the winner to schedule the pool party.

Park Apparel

The Board approved the purchase of a few T-shirts and sweatshirts to have on hand to give out as needed, as well as an additional 20 hats. ***Nothing had been done on this project as of tonight's meeting.***

Movie in the Park Snack Shack(s)

No discussion at tonight's meeting.

SDAO Board of Directors and Management Staff Training

Della attended

2018 Lifeguards

The board approved giving the lifeguards a few more duties during large events outside of the pool area; checking the restrooms by the park host regularly and regular garbage pick-up. Becki, Frank and Cyndi will work together on scheduling next summer.

Portable Power (generator)

There has been some discussion about the need for portable power during a couple of the large events in the park each summer and does the District want to purchase or rent one for specific events? At this time, the Board said no, that each event can talk to the PUD or rent one if they feel it is needed. Frank stated that there is plenty of power in the park.

Additional Speed Limit Sign by the boat ramp

Frank will speak with Dave True about adding an additional speed limit sign.

Speed Bumps/Humps in the Park

The board stated that they have no issue if the City would like to place speed bumps/humps in the park. Frank will speak with Dave True about this when he talks to him about an additional speed limit sign.

Auto Door Closers on shower bathrooms

Frank is already working on getting these ordered and installed. The shower/bathroom doors outside of the pool building are to remain closed at all times, this includes during open hours of the pool.

Email from Randy Kallio regarding park restrooms

Mr. Kallio emailed regarding the park restrooms and the fact that they are not ADA accessible. He is hoping that the District will fix this issue so as to prevent possible future law suits. The Board asked that Frank check the codes for ADA compliance regarding toilet sizes, door sizes and bars and bring this information back to the board at the October meeting.

SDIS Safety & Security Matching Grant

It was decided that we would not seek any grant monies at this time and will wait to see if we can use this grant next year for the spray park project.

State Pool Account Signers

It is time to update the signers on the pool account. Cyndi Warren, Roger Jolma, Bruce Holsey, John Hazapis

BOARD REPORTS:

- Public Relations –**
- Grants – John/Ryan**
- Maintenance – Roger**
- Personnel – Bruce**

Meeting adjourned at 7:00pm

The next regularly scheduled meeting will be held on Thursday, October 5, 2017 at 6:00pm

Approved By: B. P. Kelly Date: 10/5/17

District Mission Statement

'To plan, develop and maintain recreational facilities, as well as, support programs for the benefit of our community.'